

**IESA  
DIVISION MEETING**

2016

[HTTP://WWW.IESA.ORG/ADMINISTRATION/DIVISIONS/DIVMEETINGNOTES.PDF](http://www.iesa.org/administration/divisions/divmeetingnotes.pdf)

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**IESA STAFF ASSIGNMENTS**

- Steve Endsley, Executive Director
  - Activities: Baseball, Cross-Country, Wrestling
  - Email: [steve@iesa.org](mailto:steve@iesa.org)
- Nicole Schaeffbauer, Associate Executive Director
  - Activities: Speech, Basketball, Scholastic Bowl
  - Email: [nicole@iesa.org](mailto:nicole@iesa.org)
- Julie Cochran, Assistant Executive Director
  - Activities: Golf, Music, Volleyball, Track
  - Email: [julie@iesa.org](mailto:julie@iesa.org)
- Leslie Alappattu, Assistant Executive Director
  - Activities: Softball, Cheer, Chess, Bowling
  - Email: [leslie@iesa.org](mailto:leslie@iesa.org)

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**COMMUNICATION**

- The majority of communication from the IESA Office is done via email.
- Please make sure that the email addresses of your school's primary contact person and all of your coaches/sponsors have been correctly entered online every year.
  - Check with your technology coordinator to make sure that the IESA domain (iesa.org) has been whitelisted.
- In addition, coaches/sponsors should include a CELL PHONE number when entering their participants online.
  - This is extremely important information for hosts and the IESA Office to have available.
- Questions or ruling requests should come from the member school.
  - Parents requesting a ruling will be redirected back to their school.

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**IESA PASSCARD**

- IESA pass cards will grant the holder and one guest admission to regular season contests between IESA member schools.
- The pass card will NOT be accepted for IESA post-season contests (regional, sectional, state).
- For post-season contests, schools should complete and submit the appropriate IESA State Series Pass Gate Form for the activity.
  - The form may be accessed from the Entry Center of each activity.

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**CONCUSSION LEGISLATION UPDATE**

- The Youth Sports Concussion Safety Act applies to all public, private, and charter elementary and secondary schools with students enrolled who participate in an interscholastic athletic activity.
- Schools must:
  - Establish a Concussion Oversight Team
    - Responsible for developing Return-to-Play (RTP) and Return-to-Learn (RTL) protocols.
  - Establish a school/venue emergency action plan for interscholastic athletic activities.
- Students must:
  - Receive concussion information prior to participation and sign-off on receipt of this information.
    - Only required once per student per school year.
  - Be removed immediately from practice/competition if they are believed to have suffered a concussion.
  - Follow RTP protocols before returning to practice/competition
    - Must provide school with written clearance from physician and provide signed consent form from parent/guardian.

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**CONCUSSION LEGISLATION UPDATE**

- Coaches must:
  - Complete an approved concussion training course every two years.
    - Approved concussion courses:
      - IHSA/IESA Course - Available in the IHSA or IESA Member Centers.
        - Consists of two videos, supplemental .pdf's and a test.
      - Illinois Bone and Joint Institute - Will provide in-person training.
    - Coaches must be in compliance prior to practice/competition.
  - Provide proof of completion of this training to their school.
- Resources
  - Available on the IESA and IHSA websites.
    - RTP, RTL, and Emergency Plan information

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### PHILOSOPHY OF REGIONAL/SECTIONAL ASSIGNMENTS

- The cornerstone of regional/sectional assignments has always been based on a geographic principle which leads to geographic representation at State Final tournaments.
- The State Series is designed to determine a State Champion.
- Representation in an IESA State Final Tournament is determined on a geographical basis - that is, schools advancing to the State Final Tournament qualify from given geographical areas of the state.
- Schools are assigned to first level tournaments/meets on a geographical basis so that there is a reasonable balance in the number of schools assigned at each first level site.

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### PHILOSOPHY OF REGIONAL/SECTIONAL ASSIGNMENTS

- Factors considered in assigning schools to first level tournaments include:
  - Number of schools entered in state series.
  - Classification of schools in the state series.
  - The number of teams with teams assigned to the beginning competition is balanced as much as possible.
  - Travel distance to the tournament/meet site could justify an imbalance in the number of schools assigned to a site.
- Factors that are not considered in assigning schools to first level tournaments include:
  - Won/loss record of schools.
  - Strength/weakness of the schools in a geographic area.
  - Individual, private requests of schools and/or coaches.

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### WHO IS ELIGIBLE TO PARTICIPATE ON YOUR SCHOOL TEAM?

- Attendance - Students must attend member schools and may only represent in competition the school they actually attend.
  - Exception - Feeder students.
    - Home schooled students and students with an alternative education plan must be in compliance with additional requirements.
- Residence - Students must attend the member school in the district in which he/she resides.
  - Exceptions
    - Legislative waiver - only applies to students of certified staff members (teachers)
    - If the parents of a student move from one school district to another during the school year, the student may retain eligibility for the remainder of the school year provided the student continues to attend the school in the district from which the parents moved.
    - Tuition students
    - Special education students
- Students must be meeting all eligibility requirements as outlined in the IESA Handbook.

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**ACADEMIC ELIGIBILITY**

- Students must be doing passing work as determined by the local school district in all subjects.
- The grade check must be conducted for students participating in all IESA activities – both athletic and non-athletic.
- How to administer:
  - Passing work must be checked weekly.
  - Reflective of the cumulative grades for a student from the beginning of the grading period through the date of the check.
- Penalty:
  - For students: Students who are not passing at the time of the grade check are not eligible to participate in contests the week following the week that was checked. (Monday-Saturday)
  - For teams: Use of an ineligible participant requires forfeiture of contest.

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**ACADEMIC ELIGIBILITY**

- Additional information
  - Extra credit may only be applied prior to the grade check. Once a grade is submitted, no changes may be made to a student's status.
  - The first week of a grading period must be included in the grade check.
    - The first week of a grading period cannot be excluded or combined with a previous grading period.
  - If a student is ineligible during a school holiday/vacation, the student would not regain eligibility until the next successful grade check.
- Please make sure that coaches confirm receipt of the eligibility report.
  - Miscommunication regarding the information is the most common eligibility violation that is reported to the IESA Office.

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**COACHING EDUCATION REQUIREMENT**

- To serve as a Head or Assistant Coach in a sport in which a member school participates in the state series, the individual must:
  - Be regularly licensed by the ISBE as a teacher, administrator, or school service personnel (i.e. counselor, social worker, speech therapist, etc.), OR
  - Be a retired teacher/coach from an IESA or IHSA member school, OR
  - Be a college student coaching as a part of an official student teaching assignment, OR
  - Be certified through an IESA approved coaches education program.
- The IESA Board of Directors has approved the following courses:
  - IESA/Human Kinetics Coaching Essentials Course
  - IHSA/Human Kinetics Coaching Principles or Coaching Orientation Course
  - NFHS Fundamentals of Coaching Course
- The course must be successfully completed prior to the start of the season.

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### COACHING EDUCATION REQUIREMENT

- All coaches must be a high school graduate or equivalent (see exception below for high school students) and must be officially employed by the local school board of the member school.
  - The requirements apply to all athletic coaches - head coach, assistant coach, volunteer coach, pole vault coach, first base coach, etc.
  - Non-athletic coaches are not included in this requirement (scholastic bowl, speech, music, chess)
- High School students
  - High school students may be assigned to assist with the coaching of athletic teams in a member school. They do not have to take the ASEP course.
  - At no time may high school students assume head coaching duties.
- Substitute Teaching License
  - An individual with a substitute only license is eligible to coach ONLY if they have completed an approved coaching education course.

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### CONTEST FORFEITURE UPDATE

- A team failing to field the required number of starting players within 30 minutes of the scheduled contest time shall forfeit the contest.
  - This applies to both regular season and state series competition.

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### VARSITY/NON-VARSITY (A & B CONTESTS)

- Both Varsity & Non-Varsity
  - Designation of contest - the level of contest should be designated on the game contract
  - Season limitations - apply to both levels
  - Team limitations - apply to both levels
  - Individual player limitations - apply to both levels
  - Eligibility requirements - apply to all participants
- Varsity team is considered to be the team which comprises the most skilled competitors in the sport and is the team which is the school's representative at its highest level of competition, including the state series.

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**VARSITY/NON-VARSITY  
(A & B CONTESTS)**

- **Varsity Only (A)**
  - Officials – Contest must be played with licensed officials
  - Schedule - Only varsity contests count toward a teams required minimum and maximum number of contests.
- **Non-Varsity (B)**
  - Officials - Below varsity-level contests may be officiated by members of the coaching staff, faculty and/or administrative staff from any of the competing schools IF the contracted official does not show OR the school could not obtain a licensed official for the contest.
  - Format - By agreement of the participating schools, the format of the contest may be altered.

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**UNSPORTSMANLIKE PENALTY**

- The penalty for a coach who is ejected for unsportsmanlike conduct has been increased to two games for the first offense and five games for a second offense.
  - Penalty to be served at the level where the ejection occurred and all other interscholastic contests at any level in the interim.
  - Example: The head coach is ejected during a 7<sup>th</sup> grade basketball game.
    - Removed from the remainder of the 7<sup>th</sup> grade game that evening.
    - Ineligible to coach for the 8<sup>th</sup> grade game that evening.
    - Ineligible for the next two 7<sup>th</sup> grade games and any 8<sup>th</sup> grade games conducted in the interim.
- The penalty for a player ejected for unsportsmanlike conduct was not changed.
  - A player ejected from a contest for unsportsmanlike conduct is ineligible for the next interscholastic contest at the level where the ejection occurred and all other interscholastic contests at any level in the interim.

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**GOLF**

- Registration opens each Spring during the IESA renewal process.
  - The initial entry deadline is early June 5, 2017
  - The IESA recommends that you hold a golf meeting in the spring for those interested in participating.
- Boys and Girls Golf competes in a state series.
  - Sectional sites are determined by the IESA Office. The number of sectional sites determines the number of qualifiers that advance to state. If you would like to host a sectional and have a course you would like the IESA to consider contact Julie Cochran at the IESA office. [julie@iesa.org](mailto:julie@iesa.org)

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**SOFTBALL**

- A lineup card is available through the softball entry center.
  - The regional entry form must be completed in order for this to be utilized.
- Online ranking has been changed to one day.
- For all regional quarterfinal games, the home playing field of the higher-seeded team is where the game will take place and the higher-seeded school is responsible for hiring two (2) IHSA-licensed officials.
- It is up to each individual school to decide whether or not student-athletes are permitted to participate on their summer softball team while the IESA season is in progress.
- All coaches must be coaching- and concussion-certified prior to beginning coaching.

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**BASEBALL**

- NFHS rules will require all high schools to institute a pitch count limitation for the spring of 2017. Some high schools in other states already have pitch count limitations. IHSA rules currently have no pitch count or pitching limitations, but they will starting in 2017. To that end, IESA will be discussing with the Baseball Advisory Committee and an open meeting with baseball coaches later this fall, changes that need to be made to our current pitching limitations. In all likelihood, there will be changes to the pitching limitations in 2017.
- Beginning in the fall of 2017, the school that host the play-in games of the regional will be responsible for hiring the umpires for those contests--nit the host assigned from IESA.

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**CROSS COUNTRY**

- Two areas of concern due to the growth in the number of schools that enter the state series:
  - IESA activities are only for students in grades 5-8. Fourth graders may not practice or run in meets with your teams. If your building is a 6-8 building, then 5<sup>th</sup> graders are only allowed to participate with your team if the 5<sup>th</sup> grade building that is a "feeder" to your junior high or middle school belongs to IESA. The same would hold true if your building is a 7-8 building. The 5<sup>th</sup> and 6<sup>th</sup> graders are not eligible to run for your team unless the 5-6 building joins IESA. If you are a 5-8 building or a K-8 building, then any student in grades 5-8 can be a member of your team.
  - Along the same lines, the only students who can be a member of your team are students who attend your building. A student who attends a private school in your district, but does not attend your school, is not eligible to run for your team. A student who attends a neighboring school and that school does not offer cross country cannot run for your school.
  - In almost all instances (with the aforementioned feeder school exception), if the student is not in attendance at your building, then the student cannot be a member of your school's team.

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**SPEECH**

- **Speech is an important activity that reinforces life skills.**
  - It is a key part of the activities offered by the IESA. No other skill is more important than that of learning to speak effectively in front of others
- **Please submit nominations for the Coach awards.**
  - Nomination materials are available online from the Speech page of the IESA website and must be submitted by Dec. 1.
- **Please review the host rotation information.**
  - This information may be found online from the Speech activity page of the IESA website.
- **Please make sure that your Speech students are included in your grade check.**
- **Key changes made to Judge's Choice award criteria, individual limitations and duet acting requirements.**

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**BASKETBALL**

- **Review uniform and equipment requirements.**
  - Exception made to undershirt requirements.
- **To participate in the state series, teams must have participated in a minimum of 3 contests prior to the Online Roster and Record deadline.**
- **Review the new changes to the NFHS playing rules**
  - Changes were made to the player equipment guidelines. Make sure that coaches review this information with players.
- **Please make sure that coaches are entering all roster and schedule information completely and accurately.**
- **Regular season and post-season contest format**
  - Quarter length, halftime length, overtime periods, running clock
- **The Basketball Advisory Committee recommends that coaches appear at all state series contests in appropriate attire.**

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**WRESTLING**

- **State Series Weight Checks**
  - Coaches are reminded that wrestlers are not allowed to check their weight upon arrival at the regional, sectional, and/or state site. No school may bring a scale to a state series site to check weight. A school that checks their weight upon arriving at the state series site will be disqualified from competing IF the head official on site is a witness to the checking of weight prior to official weigh-ins. Only the head official can DQ a team for checking weight and only when the head official witnesses the checking of the weight.
- **2016-17 Dates of Interest:**

■ Practice/Tryouts may begin	November 28, 2016
■ Meets may begin	December 5, 2016
■ Regional Seeding Meetings	February 22, 2017
■ Regionals	February 25, 2017
■ Sectionals	March 4, 2017-- <b>9 a.m.</b>
■ State @ NIU Convocation Center, DeKalb	March 10-11, 2017

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**CHEER**

- The routine division will implement a rubric this year (the cheer division will not have a rubric).
  - All judging sheets can be found at this link: [Cheer Competition Scoresheets and Routine Rubric](#).
- Competition Scoring
  - Each judge will score each performance out of 100 points.
  - An average will be calculated and any technical deductions will be taken from the averaged score.
- All cheerleading coaches for any school activity and the IESA Cheer state competition must take and pass the concussion course and test.
- Unless otherwise dictated by local school policy, only cheerleading coaches representing a school in the IESA Cheer state competition coaches must meet the IESA coaching education requirements.

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**CHES**

- The IESA Chess Rules Book has had several changes upon recommendation of the advisory committee. Those changes are in red and can be found at this link: [Chess Rules Book](#).
- Each school is required to provide chess boards, Staunton design chess sets and digital time clocks for each of the students registered in a given division up to a maximum of 4 students.
  - Students assigned to the black piece each round must provide the equipment.
  - The maximum number of equipment sets any school should have to bring is 12 sets.
  - It is recommended that each school has equipment for at least 2/3 of the team.
- To facilitate Round 1 pairings, each school will have to rank their students.
  - Step 1: Complete the online entry form.
  - Step 2: Rank Participants
    - Coaches must rank students in each division from 1 to 7.
    - 2 students entered in the same division may NOT have the same rank.
    - A rank of "1" indicates the strongest player.

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**CHES**

- The Skittles rooms will be in the same location as last year.
  - School administration and coaches need to communicate and plan accordingly to provide adequate supervision of their students.
  - It is highly encouraged that coaches sign up for IESA text alerts to know when pairings are posted by the competition hall. The link to sign up for text alerts is in your school's member center and directions on how to do so are at this link: [Chess Text Alerts Registration](#)
- IESA By-Law 3.041 outlines that a student can compete in the same division during different school years provided that the student has entered the next grade in school.
  - **Q: My student is a 7<sup>th</sup> grader this year and competed in the 7<sup>th</sup> grade division last year as a 6<sup>th</sup> grader. Can she compete in the 7<sup>th</sup> grade division again this year?**
    - A: Yes. Because this student was competing as a 6<sup>th</sup> grader last year, she is permitted to compete as a 7<sup>th</sup> grader in that same division this year.
  - **Q: My student is a 7<sup>th</sup> grader this year and competed in the 7<sup>th</sup> grade division last year. She is retained this year in 7<sup>th</sup> grade. Can she compete in the 7<sup>th</sup> grade or 8<sup>th</sup> grade division this year?**
    - A: No. The student used her year of eligibility as a 7<sup>th</sup> grade student already. Students are only permitted one year of eligibility at each grade level in school in each IESA sport/activity.

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**VOLLEYBALL**

- Review the all changes to the NFHS playing rules
- Enter all roster and schedule information completely and accurately by the Online Roster/Record deadline.
- Sectional match start time is now 6:30.
- The Volleyball Advisory Committee recommends that coaches appear at all state series contests in appropriate attire.
- Review Uniform rules and make sure you are in compliance with Uniform rule changes from 2016-17 school year.
  - Either the Libero or team uniform must meet the solid colored requirements.
- Libero position was added last year.
  - Host schools required to provide a libero tracker for all regular season and state series matches.
  - Libero tracking sheets and instructions available on the volleyball webpage.
  - When entering a Libero position on your roster that also has team number enter the number as follows: L2,17
- State Tournament Date Change in 2017-18
  - Fri./Sat. week 36 for 7<sup>th</sup> grade and week 37 for 8<sup>th</sup> grade.
- Warm-ups: 2-6-6
  - Uniform warm-ups to be removed after the 2-minute shared warm-up time.
  - If both teams are present before the timed warm-up they are restricted to their side of the playing court. This includes the shared warm-up time.
- The Volleyball Advisory Committee recommends that coaches appear at all state series contests in appropriate attire.

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**MUSIC**

- Participation in Fine Arts has shown to be an accurate predictor of increased test scores and higher achievement in both math and reading.
- Deadlines
  - Initial Entry Deadline for S&E and Organization is January 30, 2017.
  - Participant Information Deadline is February 27, 2017.
- Don't forget to institute a grade check for students participating in contest.
  - The IESA recommends you start this check early so you can work through problems prior to contest.
- Please submit nominations for the Music Director awards.
  - Nomination materials are available online from the Music page of the IESA website and must be submitted by April 1, 2017.
  - 2016 Distinguished Service Award Winners - Steve Betz, Bradley Central and Beth Nuss, Paxton-Buckley-Loda

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**BOWLING**

- There are new coaching requirements for IESA Bowling.
  - All coaches must meet the IESA coaching education requirements prior to coaching. The link to learn more about those requirements is here: [IESA Coaching Qualifications](#).
  - All bowling coaches must also complete concussion certification prior to beginning coaching this year. The concussion password can be obtained from the school's athletic director.
- The competition field has been expanded to 176 boys and 176 girls. A waiting list (queue) will be generated for each division once that division's capacity has been reached. No queue entries will be entered into the state competition after 4:00 pm on Wednesday prior to the state competition.
- Changes to a school's roster can be made up until 3:00 pm on Wednesday prior to the competition. After this deadline...
  - No new bowlers are permitted to be entered on the roster.
  - Schools shall only scratch participants and/or make changes to the lineup based on which students are listed on the entry form as of 3:00 pm on Wednesday.
- An alternate is only permitted when a school has registered 4 bowlers in a division. Schools registering only 1, 2 or 3 bowlers in a given division are not permitted an alternate for that division.
- A sectional qualifier will be added for the 2017-18 school year. More details will be communicated next school year as details are finalized this year.

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**SCHOLASTIC BOWL**

- Rule Changes
  - Bracket formats were updated.
  - Dance was eliminated as a sub-category of Fine Arts.
- Teams must have participated in three matches by April 17.
- It is extremely important to the seeding process that your schedule be entered completely and accurately by the posted deadline.
- Avery Enterprises will be the official question provider of the State Series for the upcoming season.
- The Scholastic Bowl Workshop will take place on Friday, November 4 at the Double Tree Hotel in Bloomington.
  - Workshop fee is \$50.00.
  - New coaches are encouraged to attend.
  - Registration forms are available on the Scholastic Bowl page of the IESA website.
  - Registration forms are due Tuesday, November 1.

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**TRACK**

- NEW: All track teams will be required to enter their team schedules by Monday of week 39 (March 27, 2017).
- At the state meet, Friday Field Events will begin at 11:00 and running events start times will begin at 1:15pm.
- All omissions shall be reported within 24 hours of posting of the state qualifiers or by Wednesday by 4pm whichever is later. Omissions reported after the deadline will not be added to the state meet.
- During the IESA State Series, Waterfall and Super Alley starts are not permitted in the 800 and 1600.
  - All sectional host should conduct each race in the two-lane alley format used at the state tournament.
  - The IESA now aligns with IHSA on preferred alley positions; see website for details.
- Qualifying standards are available on the IESA website.
- Please review NFHS rules and changes for 2017.

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**TRACK**

- At sectional tournaments, all pole vault and high jump competitors must clear, at a minimum, the required opening height to be eligible to advance to the state meet.
- Sectional meet admission was raised to \$4 for adults; it is still \$2 for K-8 and senior citizens.
- The Sectional Order of Events established by the Track Advisory Committee is mandatory for all sectional meets. This can be found on the IESA track webpage.
- Times submitted for seeding purposes in all individual track events at the Sectional Seeding Meeting shall be times actually achieved at metric distances during the current outdoor Track and Field season. Coaches may not submit combined individual times as a relay time. Practice times are not permitted as acceptable times.
- Individual Limitations and Penalty: All athletes are limited to 4 events and this limitation must be followed for all interscholastic meets - regular season, conference, and state series. "Exhibition" events must be counted in the event total for the athlete.
- Situations not subject to protest: 1) Any judgment decision pertaining to violation or alleged violations of the rules. 2) A decision made by the finish judges or timers that does not involve misapplication of a rule, or the terms and conditions of competition. 3) Whether a start is fair and legal.

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### QUESTIONS???

- Thank you for attending the IESA Division Meeting.
- Please make sure that you complete the required information to receive credit for your attendance at the meeting today.
  - If you are representing more than one school, please make sure that you list all of the schools that you are representing.
- Please contact our office for any assistance this year.
- Good luck this year!

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